



# Greater St. Albert Catholic Schools Education Foundation



## Greater St. Albert Catholic Schools Education Foundation Annual General Meeting AGENDA

**Thursday, September 24, 2020**

(rescheduled from March 31, 2020 – due to COVID-19)

7:00 p.m. – via ZOOM (pre-register to receive link)

1. **Call to Order (K. Akkerman)**
2. **Opening Prayer (McEvoy)**
3. **Introductions & Sign-In Reminder**
4. **Additions and/or Deletions from the Agenda**
5. **Agenda Approval**  
**Be it resolved** that the Foundation members approve the 2020 AGM Agenda as presented (or as amended).  
Moved by: \_\_\_\_\_  
Seconded by: \_\_\_\_\_  
Carried (Defeated) by a vote of \_\_\_\_\_ In FAVOR; \_\_\_\_\_ Opposed
6. **Approval of 2019 AGM Minutes**  
**Be it resolved** that the Foundation members approve the 2019 AGM Minutes as circulated (or as circulated and amended).  
Moved by: \_\_\_\_\_  
Seconded by: \_\_\_\_\_  
Carried (Defeated) by a vote of \_\_\_\_\_ In FAVOR; \_\_\_\_\_ Opposed
7. **Elections**
  1. **Directors**
    - i. One (1) **Trustee Member** from the Greater St. Albert Catholic Schools Board of Trustees  
**Joe Becigneul will let his name stand for 2020-22**

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**Be it resolved** that the Foundation members approve **Joe Becigneul** for the position of **DIRECTOR – Trustee Member** for a two-year term (2020-2022).

Moved by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Carried (Defeated) by a vote of \_\_\_\_\_ In FAVOR; \_\_\_\_\_ Opposed

- ii. Up to three (3) **Student Members** - grades 9 through 12, with a maximum of one (1) from any given division school (SACHS, MCHS, or ESSMY)

**Be it resolved** that the Foundation members approve \_\_\_\_\_ for the position(s) of **DIRECTOR – Student Member(s)** for a two-year term (2020-2022).

Moved by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Carried (Defeated) by a vote of \_\_\_\_\_ In FAVOR; \_\_\_\_\_ Opposed

- iii. One (1) **Community Member** from the **Town of Legal or a Member-at-Large** in their stead

**Be it resolved** that the Foundation members approve \_\_\_\_\_ for the position of **DIRECTOR – Community Member: Town of Legal or a Member-at-Large** in their stead, for a two-year term (2020-2022).

Moved by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Carried (Defeated) by a vote of \_\_\_\_\_ In FAVOR; \_\_\_\_\_ Opposed

- iv. One (1) **Community Member from the Town of Morinville**

**Be it resolved** that the Foundation members approve \_\_\_\_\_ for the position of **DIRECTOR – Community Member: Town of Morinville** for a two-year term (2020-2022).

Moved by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Carried (Defeated) by a vote of \_\_\_\_\_ In FAVOR; \_\_\_\_\_ Opposed

- v. One (1) **Community Member from the City of St. Albert**

**Be it resolved** that the Foundation members approve \_\_\_\_\_ for the position of **DIRECTOR – Community Member: City of St. Albert** for a two-year term (2020-2022).

Moved by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Carried (Defeated) by a vote of \_\_\_\_\_ In FAVOR; \_\_\_\_\_ Opposed

**Be it resolved** that the Foundation members approve \_\_\_\_\_ for the position of **DIRECTOR – Professional Legal Community Member** for a two-year term (2020-2022).

Moved by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Carried (Defeated) by a vote of \_\_\_\_\_ In FAVOR; \_\_\_\_\_ Opposed

and/or

vii. **One (1) Professional Business Community Member**

**Be it resolved** that the Foundation members approve \_\_\_\_\_ for the position of **DIRECTOR – Professional Business Community Member** for a two-year term (2020-2022).

Moved by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Carried (Defeated) by a vote of \_\_\_\_\_ In FAVOR; \_\_\_\_\_ Opposed

viii. **One (1) Community Member of the Greater St. Albert School Division**

**Be it resolved** that the Foundation members approve \_\_\_\_\_ for the position of **DIRECTOR – Community Member of the Greater St. Albert School Division** for a two-year term (2020-2022).

Moved by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Carried (Defeated) by a vote of \_\_\_\_\_ In FAVOR; \_\_\_\_\_ Opposed

**2. Executive - Chair (2020-2022)**

**Be it resolved** that the Foundation members approve \_\_\_\_\_ for the Executive position of **Chairperson** for a two-year term (2020-2022).

Moved by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Carried (Defeated) by a vote of \_\_\_\_\_ In FAVOR; \_\_\_\_\_ Opposed

**3. Executive - Vice-Chair (2020-2022)**

**Be it resolved** that the Foundation members approve \_\_\_\_\_ for the Executive position of **Vice-Chairperson** for a two-year term (2020-2022).

Moved by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Carried (Defeated) by a vote of \_\_\_\_\_ In FAVOR; \_\_\_\_\_ Opposed

**4. Executive - Treasurer (2020-2022)**

**Be it resolved** that the Foundation members approve \_\_\_\_\_ for the Executive position of **Treasurer** for a two-year term (2020-2022).

Moved by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Carried (Defeated) by a vote of \_\_\_\_\_ In FAVOR; \_\_\_\_\_ Opposed

**5. Executive - Parliamentarian (2020-2022)**

**Be it resolved** that the Foundation members approve \_\_\_\_\_ for the Executive position of **Parliamentarian** for a two-year term (2020-2022).

Moved by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Carried (Defeated) by a vote of \_\_\_\_\_ In FAVOR; \_\_\_\_\_ Opposed

**8. Financial Statement(s) & Reports Review & Approval**

**8.1 Statement of Operations and Changes in Fund Balances – Dec. 31, 2019**

**Be it resolved** that the Foundation members approve the Statement of Operations and Changes in Fund Balances, for the Year Ended 31 December 2019 with total Revenues of \$16,165.88 and total Expenditures of \$16,477.89, with an Excess of Expenditures of (\$312.01), resulting in an overall Fund Balance of \$40,379 @ December 31, 2019.

Moved by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Carried (Defeated) by a vote of \_\_\_\_\_ In FAVOR; \_\_\_\_\_ Opposed

**8.2 Statement of Financial Position @ December 31, 2019**

**Be it resolved** that the Foundation members approve the Statement of Financial Position as at December 31, 2019 with Assets of \$41,940, Liabilities of \$511, and Fund Balances of \$41,429 (Unrestricted - \$9,659; Group Requests - \$270; and Endowment - \$31,500).

Moved by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Carried (Defeated) by a vote of \_\_\_\_\_ In FAVOR; \_\_\_\_\_ Opposed

### 8.3 Bank Statement Reconciliation @ December 31, 2019

**Be it resolved** that the Foundation members approve the Reconciliation of the Bank Statement at December 31, 2019 with a Bank Balance of \$40,679.01 and a Ledger Balance of \$40,379.01 and one outstanding item of \$300.

Moved by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Carried (Defeated) by a vote of \_\_\_\_\_ In FAVOR; \_\_\_\_\_ Opposed

### 8.4 Report from the Chair

**Be it resolved** that the Foundation members receive the Report from the Chair as information.

Moved by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Carried (Defeated) by a vote of \_\_\_\_\_ In FAVOR; \_\_\_\_\_ Opposed

## 9. Re-Allocation of Funds from Unrestricted

**Be it resolved** that the Foundation members approve the reallocation of **\$7,000** from unrestricted funds as follows:

|                   |                |
|-------------------|----------------|
| Endowment Fund:   | \$ 0           |
| Scholarship Fund: | \$2,000        |
| Group Requests:   | <u>\$5,000</u> |
|                   | <b>\$7,000</b> |

Moved by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Carried (Defeated) by a vote of \_\_\_\_\_ In FAVOR; \_\_\_\_\_ Opposed

## 10. New Business

1. 50/50 Raffle Fundraiser Update
2. Group Grants Request Update
3. If required ...
4. If required ...

## 11. Closing Prayer (Rob Akkerman)

## 12. Adjournment

**Minutes of the Annual General Meeting of  
Greater St. Albert Catholic Schools Education Foundation  
Held on Thursday, April 11, 2019; 7:00 PM  
District Office, 6 St. Vital Avenue, St. Albert, AB**

**EXECUTIVE ATTENDEES PRESENT** (7 of 9 - 78% of Exec)(50% of all present)  
Kristofer Akkerman, Rob Akkerman, Joe Becigneul, Alyssa Frew, Kelton Libich,  
Rosaleen McEvoy, and Deb Schlag

**COMMUNITY MEMBERS PRESENT** (7 members - 50% of all present)  
Karla Bergstrom, Mel Christoffersen, Genevieve Gray, Courtney Haigh, Michelle  
MacKay, Tracy Strand, and Taylor Strand

**ORDER**

**Meeting called to order** at 7:03 pm by Chair, Kristofer Akkerman

**OPENING PRAYER**

**Opening prayer** offered by Rosaleen McEvoy

**INTRODUCTIONS**

All present indicated their name and affiliation either with the  
Foundation, if an Executive member, or with a particular school

**AGENDA APPROVAL**

**01/19** **Be it resolved** that the Foundation members approve the 2019 AGM Agenda  
as amended, as follows:

- Delete 5.2(i) Vice-President Election (term is 18-20)

Moved by Rob Akkerman, seconded by Rosaleen McEvoy

**Carried (14/14)**

**APPROVAL OF 2018 AGM MINUTES**

**02/19** **Be it resolved** that the Foundation members approve the 2018 AGM Minutes  
as circulated.

Moved by Deb Schlag, seconded by Rob Akkerman

**Carried (14/14)**

**ELECTIONS**

**03/19** **Be it resolved** that the Foundation members approve Mel Christoffersen for  
a two year term (2019-2021) as the Community Member from the Town of  
Morinville.

Moved by Alyssa Frew, seconded by Joe Becigneul

**Carried (14/14)**

- 04/19**      **Be it resolved** that the Foundation members approve Alyssa Frew for a two year term (2019-2021) as the Community Member-at-large.
- Moved by Courtney Haigh, seconded by Joe Becigneul
- Carried (14/14)**
- 05/19**      **Be it resolved** that the Foundation members approve Courtney Haigh for a two year term (2019-2021) as the Executive Secretary.
- Moved by Joe Becigneul, seconded by Kelton Libich
- Carried (14/14)**
- 06/19**      **FINANCIAL STATEMENT(S) & REPORTS REVIEW & APPROVAL**  
**Be it resolved** that the Foundation members receive as information the Statement of Proceeds from the February 9, 2019 "Sweetheart Soiree" which indicated net proceeds, after expenses, from the event were \$7,733.84.
- Moved by Mel Christoffersen, seconded by Kelton Libich
- Carried (14/14)**
- 07/19**      **Be it resolved** that the Foundation members approve the Statement of Operations and Changes in Fund Balances, for the Year Ended 31 December 2018 with total Revenues of \$813 and total Expenditures of \$3,050, with Excess of Revenues and Expenditures of (\$2,237), resulting in a Fund Balance of \$40,691 @ December 31, 2018.
- Moved by Joe Becigneul, seconded by Mel Christoffersen
- Carried (14/14)**
- 08/19**      **Be it resolved** that the Foundation members approve the Statement of Financial Position as at December 31, 2018 with Assets of \$40,691, Liabilities of \$0, and total Fund Balances of \$40,691.
- Moved by Rosaleen McEvoy, seconded by Joe Becigneul
- Carried (14/14)**
- 09/19**      **ALLOCATION OF FUNDS FROM THE SWEETHEART SOIREE**  
**Be it resolved** that the Foundation members approve the reallocation of \$7,000 from unrestricted funds as follows:
- |                   |    |       |
|-------------------|----|-------|
| Endowment Fund:   | \$ | 1,500 |
| Scholarship Fund: | \$ | 2,000 |
| Group Requests:   | \$ | 3,500 |
- Moved by Mel Christoffersen, seconded by Joe Becigneul
- Carried (14/14)**

**GROUP REQUESTS**

**10/19**

**Be it resolved** that the Foundation members approve the deadline extension of this year's Group Grant Application requests to May 30, 2019 and then revert back to April 30<sup>th</sup> of each year going forward, beginning in 2020.

Moved by Kelton Libich, seconded by Mel Christoffersen

**Carried (14/14)**

**NEW BUSINESS**

Discussion was focused on better communication with School Councils and a commitment to improve relations in the upcoming year, commencing immediately.

**CLOSING PRAYER**

**Closing prayer** was offered by Joe Becigneul

**ADJOURNMENT**

**11/19**

**Be it resolved** that the meeting be adjourned at 8:23 pm.

Moved by Mel Christoffersen, seconded by Alyssa Frew

**Carried (14/14)**